

MINUTES
REGULAR MEETING OF THE MIDLAND CITY HOUSING COMMISSION
MONDAY, JUNE 1, 2015, 3:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL CHAMBERS ROOM
MIDLAND, MICHIGAN

1. Roll Call

Vice-Chair Mortensen called the meeting to order at 3:00 p.m. Chairman Loose joined the meeting at 3:03 p.m.

PRESENT: Burgess, Loose, Mortensen, and Wright

ABSENT: Garchow

OTHERS Brad Kaye, Planning & Community Development Director; Grant Murschel, Community
PRESENT: Development Planner; Kim Samborn, Manager of Senior Housing; Lori Jung, Assistant
 Manager of Senior Housing; Andy Flory, Planning Department Intern; Marty Wazbinski, City
 Councilman; and Trudy Laufer, Executive Director of Cleveland Manor I & II.

2. Approval of Minutes

- a.) March 2, 2015 Regular Meeting
- b.) March 23, 2015 Special Meeting

It was moved by Wright and seconded by Burgess to approve the minutes of March 2 and March 23 as written. The motion was approved unanimously.

3. Public Comments

There were no public comments.

Chairman Loose assumed the role of the Chairman.

4. Community Based Organization Feature

- a.) Cleveland Manor I & II – Trudy Laufer, Executive Director

Laufer introduced herself to the commission and began by giving a history of Cleveland Manor I. This portion of the Cleveland Manor site was opened in 1968 after a group formed in 1962 with the goal to meet the need of affordable housing for seniors. CM I was originally financed through a U.S. Department of Housing and Urban Development (HUD) 50-year mortgage, which was officially paid off early in 2014. With the payoff of the mortgage, the organization was left with a need to find a different subsidy program in order to maintain the low rents of the facility. This led to the application of a project based housing voucher program through the Michigan State Housing Development Authority (MSHDA); the facility was recently approved to participate in this program. With participation in this program, the facility will be able to apply for rehabilitation funds as the CM I facility is in dire need of upgrades and improvements.

Laufer continued by explaining the history of the Cleveland Manor II facility. This was also financed through a HUD loan program, albeit different from CM I. Rent in this part of the facility is based upon 30% percent of the renter's income. Currently, there is a six month waiting list, which includes a large number of persons with a disability under age 62. Units can only be rented to this group when there is not a person 62 and older on the waitlist, and only 10% of the total units can be rented by to persons under 62 with a disability. This

part of the Cleveland Manor site is in better condition than CM I as it went through a rehabilitation project in 2006 and a green improvement upgrade project in 2010. Overall, at both CM I and CM II the most immediate need is to save enough money and seek out grants to accomplish large capital improvements.

Murschel asked if Laufer could explain where the separation is between CM I & II. Laufer explained that the building is split in two in the middle at two stairwells. On the north side is CM I, on the south side where the offices are located is CM II.

5. Reports

a.) Senior Housing – Kim Samborn and Lori Jung

Samborn gave the report for Riverside Senior Living Community. She highlighted that the facility received a relatively clean report from the asbestos survey, with the only areas being unable to identify is under carpeting. The maintenance staff of Riverside and Washington Woods have received the required asbestos training. The nursing positions were under review as part of a trial to determine whether only one nurse is needed. It was discovered that two nurses are needed and Samborn is working with the Human Resources department to post the job opening for the second position. Great progress has been made on the fire system upgrades and the domestic boiler system.

Jung gave the report for Washington Woods Senior Living Community. She reported that the results of the asbestos building survey indicated extensive amounts of the substance throughout the facility and especially on the west side. The amount of money needed to abate or properly cover the asbestos is substantial and conversations are currently being had to locate funding for this undertaking. Staff is currently working on preparing a model room on the east side which will provide a quiet, private area for staff to meet with perspective residents. Progress has been slow but sure on the fire system installation as wiring is needed to be installed from room to room. The rubber flooring tile has been completely installed, which was funded using Community Development Block Grant funds. Jung has only received positive feedback on the flooring.

Loose commented that the recent letter to the editor in the Midland Daily News gave great compliments to the staff at Washington Woods.

6. New Business

None

7. Old Business

a.) Fair Housing Plan 2015

Murschel presented the revised plan and explained the expansion of the action plan. He explained that the responsibility of implementing the actions recommended in the plan will fall to city staff and the Housing Commission. An action agenda item will be added to the quarterly meetings of the Housing Commission which will allow for regular review of the fair housing activities that have taken place in the most recent quarter. Information on fair housing will be incorporated into the city's rental certification program mailings. Voluntary reporting on the number of affordable and accessible housing units within the city will now take place as part of the rental certification program.

Mortensen highlighted that she understood the removal of the review of the payment in lieu of taxes (PILOT) program as a recommendation of this plan as it does not directly relate to fair housing. She would suggest that the recent policy proposal still be reviewed as there has been increased action and discussion about affordable housing within the community. Kaye explained that there has been action at the staff level to review this policy as a current PILOT development may be going up for sale.

Mortensen also commented that the number of affordable housing units needed in the community currently needs to be quantified. Kaye explained that there is a possibility to work with MSHDA on a target marketing analysis study for the 8 counties participating in the East Michigan Council of Governments. There is a chance that this study would quantify the number of affordable housing units needed within the city specifically.

Mortensen noted a typing error within the narrative of Table 9 on page 21. Loose noted a typing error within Table 8. Murschel indicated that he would make those changes.

It was moved by Mortensen and seconded by Burgess to recommend approval to City Council of the Fair Housing Plan 2015 with the typing error corrections as noted on page 21. The motion was approved unanimously.

4. Future Meeting Date

a) August 2015 – Special meeting

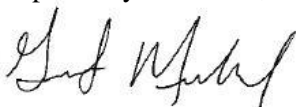
Murschel indicated that a special meeting will be needed in August to review and begin the amendment process of the CDBG Budget for 2015-16. The review is necessary as Caregiving Network has advised staff that they wish to decline the organizations award to add restrooms to the vacant structure on their campus due to potential sale of the structure. Staff is advising that the Commission should wait until August to review the budget which will allow completion of the current fiscal year and an accurate understanding of the available carry-over funds. He will send out a Doodle poll to the commissioners this week to determine the best date for that meeting. Mortensen suggested that staff should review the applications which were not funded or fully funded for the year to see where the additional money could be allocated. Murschel explained that these applications will be considered in the staff budget proposal.

b) September 14, 2015 – Next regular meeting

5. Adjournment

The meeting was adjourned by Chairman Loose at 3:50 p.m.

Respectfully submitted,



Grant Murschel, Community Development Planner

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